Board of Trustees Meeting  
January 22, 2018  
4:30-5:30pm MST  
Minutes

Welcome and Call to Order Ross Braun  
The meeting was called to order at 4:35pm MT.  
Present: Ross Braun, Susan Becklenberg, Kim Berggren, Julie Broadway, Scott Carver, Moira Corcoran, Patti Coyle, Michael Kaufmann, Lili Kellogg, Ed Milford, Brandan Montminy  
Staff: Kathy Alm, Kandis Branum

President’s Comments Ross Braun  
New Trustees connected to mentors  
Lili Kellogg’s mentor is Patti Coyle, Brandan Montminy’s mentor is Susan Becklenberg, Ed Milford’s mentor is Ross Braun.  
B-1 Regional Conference attendance  
Members of the board are encouraged to attend regional conferences. Please let Kathy know if you are attending a conference for conference knowledge and planning purposes and so Kandis can track board attendance. Either Kathy Alm or Jeff Kelling will be attending each regional conference. Ross Braun plans to attend regions 1, 4, 7, and 8.  
B-2 Committee members  
Susan Lutz will be added to the Programs & Standards Committee as she is the Membership Oversight Committee chair.  
Motion to approve committee list with that addition: Lili Kellogg  
Second: Scott Carver  
Committee chairs and members approved.

990 Scott Carver  
C-1 990 & C-1a 990-T  
Motion to approve 990 and 990T: Julie Broadway  
Second: Kim Berggren  
Cheryl Graves and staff were thanked for their work. Donor names will be removed prior to posting on the association web site.

Minutes Ross Braun  
D-1 Minutes of November 9  
D-2 Minutes of November 10  
Motion to approve minutes of November 9 and 10, 2017: Michael Kaufmann  
Second: Kim Berggren  
Minutes approved.

Board Goal Setting Julie Broadway  
E-1 Goal Tracker  
There were three goals designated for reporting in 2017. The first goal saw 100% participation from the board. The second did not fare as well with about 50% participation reported. The third goal was well-supported with near 100% participation reported.
E-2 Board Goal Setting
Julie Broadway presented a list of suggested 2018 goals for board members with the reminder that chosen goals should be SMART (specific, measurable, achievable, results-focused, and time-bound) and goals should support the mission and strategic plan. Suggestions were discussed and it was decided that Ms. Broadway will send the refined suggestions via email for further consideration before board approval at the March meeting.

Trustee Conflict of Interest
Ross Braun
Conflict of interest forms are completed annually by members of the board. Two trustees acknowledged potential conflicts – Ross Braun and Lili Kellogg. Mr. Braun is on the board for a PATH Intl. Premier Accredited Center (PAC) and Ms. Kellogg is the executive director of a PAC. Both will recuse themselves from any vote in their respective organizations if that vote would have any impact on PATH Intl. Mr. Braun asked the trustees if anyone wanted to update their conflict of interest forms. Trustees will review their conflict of interest responses to ensure transparency.

Trustee Limitations Policy
Ross Braun
F-1 Trustee Limitations policy
The draft document was reviewed. It was determined that further clarification was needed. The first sentence will be edited to read: “PATH Intl. Board of Trustees members, in their capacities as trustees are not authorized to engage...”
The document will be reviewed at the March board meeting.

Statement on International Position
Kathy Alm
G-1 International Statement
Ms. Alm presented a draft of the position document. Comments will be requested via email through the Director of Marketing, Kaye Marks. A new draft will be reviewed at the March board meeting.

CEO Report
Kathy Alm
H-1 Dashboard
H-2 CEO Report
H-3 PATH Intl. EAAT Participant Fund
Ms. Alm presented her CEO report and the staff dashboard. The EAAT Participant Fund distribution guidelines will be changed to include adult participants.
Motion to approve: Patti Coyle
Second: Lili Kellogg
Guideline change approved.

Finance
Sue Becklenberg/Scott Carver
I-1 Financials
I-2, I-2a Projections
Motion to approve financials and projections: Susan Becklenberg
Second: Kim Berggren
Financials and projections approved.
Governance

J-1 LinkedIn ad
Michael Kaufmann stated that the LinkedIn advertisement for board/committee applicants has been successful and that due to restrictions and costs use must be limited. PATH Intl. will post on the web site and will publish in the eNews. He charged the trustees with performing individual outreach, both personally and via LinkedIn personal accounts.
Patti Coyle reminded the trustees that they will be invited to participate in the board evaluation survey in mid-February and asked to complete no later than March 1. Results will be reviewed at the May meeting.

Consent Agenda

K-4 Gov. Committee Minutes of 10.19.2017
K-5 Gov. Committee Minutes of 12.07.2017
Motion to accept: Kim Berggren
Second: Ed Milford
Consent agenda accepted.

Ambassador Stories

Due to the length of the meeting, stories were deferred to the next meeting.

Other Business

Ross Braun reminded the board to complete background check authorizations and subsequent online forms.

Next meeting

March 26, 2018

Adjourn

Motion to adjourn: Kim Berggren & Michael Kaufmann
The meeting was adjourned at 5:52pm MT.